

NOTICE OF PUBLIC MEETING

Governmental Body : Van Meter Public Library

Date : October 24th, 2016

Time/Place : 6:00 PM – Van Meter Public Library, 505 Grant St.

Our Mission : The mission of the Van Meter Public Library is to provide access to materials and services for recreational reading and information needs of the public library customers.

1. Call to Order
2. Roll Call
3. Emergency Additions and Approval of the Agenda
4. Consent Agenda
 - a. Minutes
 - b. Claims
 - c. Stats
 - d. Finances
5. Thursday Event Preparation
6. Trustee Training
7. Discussion Items
8. Action Items
7. Director's Report
8. Adjourn

Agenda Item #1 - Call to Order

Sample Motions: The time is Six PM on Monday, October 24, 2016. I hereby call this meeting of the Van Meter Public Library Board to order.

Agenda Item #2 – Roll Call

Sample Language: Roll call please.

Backstrom ____; Lacy ____; Seefeld ____; Durflinger ____; Maguire ____;

Agenda Item #3 - Emergency additions and Approval of the Agenda

Submitted for: Action

Recommendation: Approval

Sample Language: At this time are there any additions to the agenda?

Additions:

Sample Motion: Do I hear a motion to approve the agenda?

Board Member _____: So moved. Board Member _____: Second.

Agenda Item #4 - Consent Agenda

Submitted for: Action

Recommendation: Approval

Sample Language: Please review the Consent Agenda.

Sample Motion: Does the Library Board wish to discuss any item on the consent agenda separately? If not, I would entertain a motion to approve a Resolution Adopting the Consent Agenda as it has been presented to us.

Board Member _____: So moved. Board Member _____: Second

Van Meter Public Library

Library Board Minutes – 09/26/2016

The Van Meter Public Library Board met for a regular board meeting on Monday, September 26th, 2016 at the Van Meter Public Library. President Backstrom called the meeting to order at 6:30 PM.

Members present at roll call: Rachel Backstrom, Molly Maguire, Amanda Durflinger. Absent: Nancy Lacy & John Seefeld

There were no emergency additions to the agenda. President Backstrom reviewed the agenda and financials and asked for a motion to approve the agenda. Moved by Durflinger, supported by Maguire. Passed unanimously.

President Backstrom reviewed the consent agenda, and asked for discussion. No discussion was needed, and President Backstrom asked for a motion to adopt the consent agenda which included the following:

- a. Minutes of the August 2016 Van Meter Public Library Board meeting.
- b. August Claims List
- c. August Stats
- d. August Financial Statements

Moved by Durflinger, supported by Maguire. Passed unanimously.

Discussion Items:

October Events—Pumpkin Carving :

Members discussed once again hollowing out pumpkins at the October meeting for the Annual Jack-o-Lantern Carving and Pumpkin Painting event.

The Director gave the September report, discussing the progress of weekly programs, materials processing, upcoming book club, pumpkin decorating, trick or treat night, and the friend's group.

Having no further business President Backstrom asked for a motion to adjourn. Moved by Durflinger, supported by Maguire. Passed unanimously.

Van Meter Public Library

CirculationSummary

Transactions 9/1/2016 through 9/30/2016, VMPL

Totals for This Period

Checked out	427
Checked in	412
Renewed	79
Used in-library	0
Fines and charges	(\$0 . 96)
Payments collected	\$0 . 00
Ledger adjustments	(\$6 . 99)

As of 10/22/2016, 1:29 pm

Materials checked out	307
Materials overdue	90
Patrons overdue	46

Van Meter Public Library

Multi-Day Circulation Statistics

Transactions 9/1/2016 through 9/30/2016, VMPL

Date		Out	In	Renew	In-Lib Use	Fines & Charges	Payments	Adjustments
Thursday	01-Sep-2016	12	13					
Friday	02-Sep-2016	23	26					
Saturday	03-Sep-2016	4	3	2				
Sunday	04-Sep-2016							
Monday	05-Sep-2016							
Tuesday	06-Sep-2016	26	26	13				
Wednesday	07-Sep-2016	19	28	2				
Thursday	08-Sep-2016	5	13	1				
Friday	09-Sep-2016	6	2	4				
Saturday	10-Sep-2016	10	6	2				
Sunday	11-Sep-2016							
Monday	12-Sep-2016	20	20	1				
Tuesday	13-Sep-2016	34	38	6				
Wednesday	14-Sep-2016	13	10	11				
Thursday	15-Sep-2016							
Friday	16-Sep-2016	21	13	1				
Saturday	17-Sep-2016	3	19					
Sunday	18-Sep-2016							
Monday	19-Sep-2016	20	33	1				
Tuesday	20-Sep-2016	17	28	9				
Wednesday	21-Sep-2016	52	28	5		-7.95		
Thursday	22-Sep-2016	13	4	5				
Friday	23-Sep-2016	15	4			6.99		-6.99
Saturday	24-Sep-2016		17					
Sunday	25-Sep-2016							
Monday	26-Sep-2016	29	29	11				
Tuesday	27-Sep-2016	23	13	1				
Wednesday	28-Sep-2016	14	13					
Thursday	29-Sep-2016	20	8	3				
Friday	30-Sep-2016	28	18	1				
Totals		427	412	79	0	0.00	0.00	-6.99

		CALENDAR	9/2016, FISCAL	3/2017		
ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
182-410-6010	WAGES - FULL TIME	40,000.00	2,923.08	10,230.78	25.58	29,769.22
182-410-6020	WAGES - PART TIME	10,500.00	760.00	2,793.00	26.60	7,707.00
182-410-6030	WAGES - SEASONAL/TEMP	.00	.00	.00	.00	.00
182-410-6210	DUES	200.00	.00	.00	.00	200.00
182-410-6215	PROGRAMMING	1,500.00	333.21	414.73	27.65	1,085.27
182-410-6220	SUBSCRIPTION	800.00	.00	746.24	93.28	53.76
182-410-6230	TRAINING	150.00	.00	.00	.00	150.00
182-410-6311	OPERATION & MAINTENANCE	400.00	.00	189.14	47.29	210.86
182-410-6371	UTILITIES	1,500.00	113.77	340.81	22.72	1,159.19
182-410-6373	TELEPHONE/COMMUNICATIONS	600.00	49.19	147.30	24.55	452.70
182-410-6408	INSURANCE	.00	.00	.00	.00	.00
182-410-6419	TECHNOLOGY	.00	.00	.00	.00	.00
182-410-6424	COMMUNITY INTERSET	700.00	.00	.00	.00	700.00
182-410-6499	OTHER CONTRACTUAL SERV	2,000.00	.00	.00	.00	2,000.00
182-410-6502	LIBRARY MATERIALS	4,000.00	380.67	1,827.53	45.69	2,172.47
182-410-6506	OFFICE SUPPLIES	1,500.00	595.60	1,000.99	66.73	499.01
182-410-6511	MEMORIAL MATERIALS	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	DIFFERENCE	63,850.00	5,155.52	17,690.52	27.71	46,159.48
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	63,850.00	5,155.52	17,690.52	27.71	46,159.48
		=====	=====	=====	=====	=====

GLTREARP 10/24/16
10:21

CITY OF VAN METER
TREASURER'S REPORT
CALENDAR 9/2016, FISCAL 3/2017

PAGE 1
OPER: JA

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
182 LIBRARY TRUST FUND	45,888.66	.00	5,155.52	.00	40,733.14
Report Total	45,888.66	.00	5,155.52	.00	40,733.14

August Statistics

Interlibrary Loan Usage

Sent to other libraries = 4

Requested from other libraries = 5

Overdrive Usage

E-book Checkouts = 125

Computer Usage

Hours of Computer Time = 278

Visitors

Library Visits = 791

Agenda Item #5 - Thursday Event Preparation

Agenda Item #6 - Trustee Training

Agenda Item #7 - Director's Report

Agenda Item #8 – Adjourn

Submitted for: Action

Recommendation: Approval

Sample Motion: With no further business do I hear a motion to adjourn?

Board Member _____: So moved. Board Member _____: Second.

Sample Language: The meeting is adjourned. Thank you.

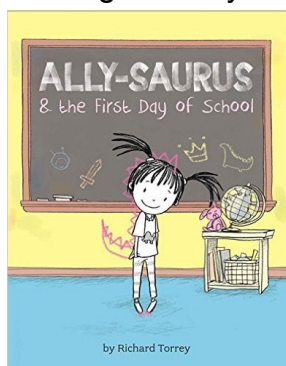


Director's Report

News



The Van Meter Pre-K Visit was a success, with a crew of new kids, along with their parents and teachers, all piling into the library to learn about books and read a story! We read "Ally-saurus and the First Day of School" - we "ROARED" along with Ally while she learned all about what school was like and making new friends. Then everyone had the opportunity to select books and sit down to read them.



The annual Iowa Library Association Conference was held in Dubuque this year, and for 3 days I learned about various subjects, including: The Art Of Library Management, Connecting Generations and the Generational Divide, Using Technology To Connect With Patrons And Students, the Myth of Digital Natives and Ba-



ILA: Lighting Up The Future
Iowa Library Association Annual Conference

sics Of Information Literacy, Teaching And Learning About Copyright, Creative Commons, Fair Use In The Digital World, and more. We also had a very productive annual meeting with the Iowa Small Library Association. We have a lot of great ideas happening, and as the new President I am looking forward to getting the association more involved with its constituents.

Coming Soon

Winter Market—

Planning for Friends and Library foundations.



Book Club, November 15th

